

Army Career Tracker (ACT)

CMF 88



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- Part 4: Search & ACT Evaluation Tabs



What is Army Career Tracker?

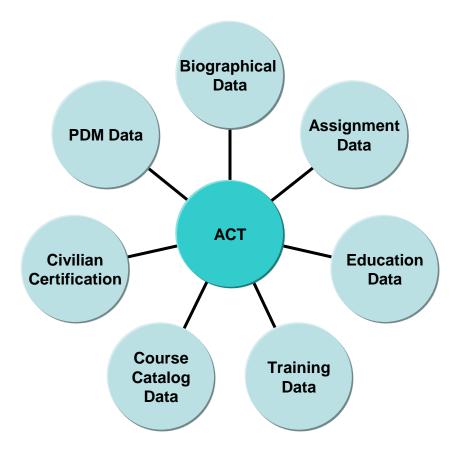
- ACT is a leadership development tool that will:
 - Integrate training, education, and experiential learning into one personalized and easy to use interface
 - Present users with an intelligent search capability of multiple Army education and training resources
 - Provide users with a more efficient and effective way to monitor their career development
 - Allow leaders to track and advise users on their personalized leadership development
- ACT is a part of the Army Learning Concept 2015
 - "Learners must be supported with an online career-tracking tool, such as the Army Career Tracker, that will provide a single user interface to allow learners to manage their lifelong learning objectives and monitor their progress toward completion of required training and education requirements and career goals. Individuals will select and enroll in resident and non-resident Army courses as well as seek civilian education opportunities through partner colleges and universities."





ACT Technical Guidelines

- ACT will leverage existing Army assets
 - ACT should drive up the utilization of existing Army systems
 - ACT will not replace existing systems
- ACT will leverage existing systems to capture the data required
 - ACT is not a system of record
 - ACT will receive data from external systems
 - ACT will not be a transactional system





How to Access ACT

- When ACT becomes available to you, you will receive a notification from your CMF or state lead
- At that time, visit https://actnow.army.mil
- Read and accept the terms and conditions of the Army Career Tracker Privacy Act
- Log in with your AKO or CAC credentials

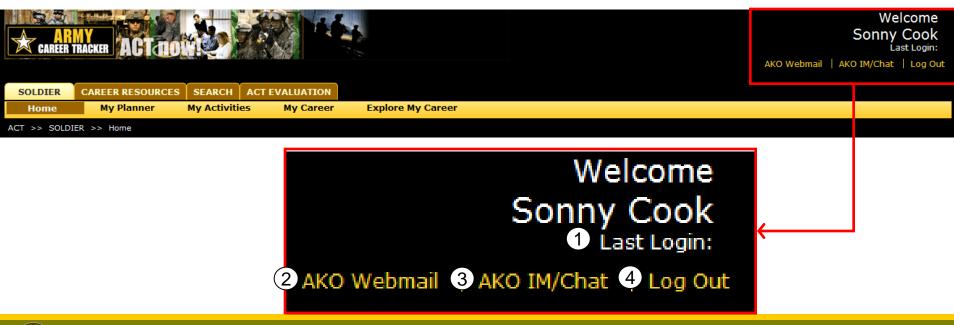




Within ACT

In the upper right corner of ACT, you can always:

- View your last login
- Access AKO Webmail
- Use AKO IM or Chat
- Log Out





Home

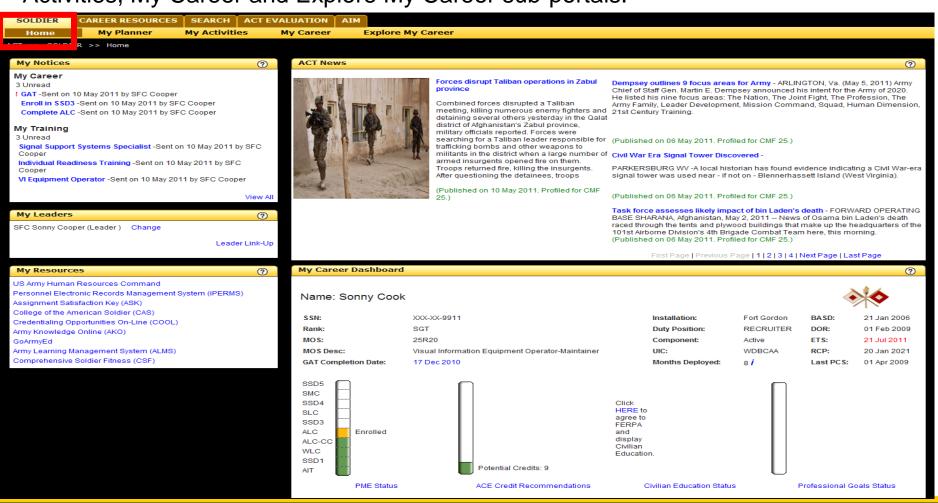
- My Notices
- My Leaders
- My Resources
- Act News
- Career Dashboard
- My Planner
 - My Planner
 - My Calendar
- My Activities
- My Career
- Explore My Career





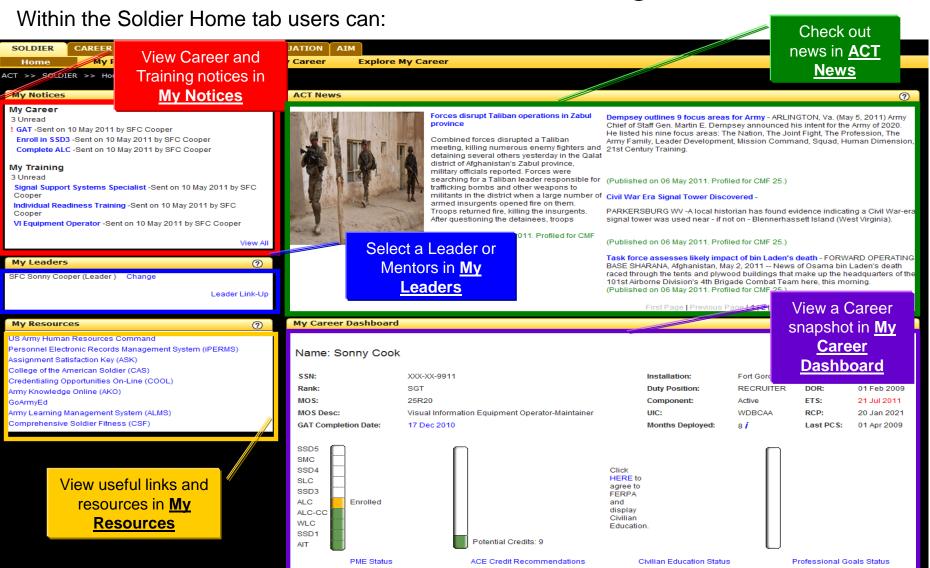
Soldiers Tab

The Soldier Tab contains the Soldier's Home Page also known as the Home subportlet. Within this tab users can access their Home Page, My Planner, My Activities, My Career and Explore My Career sub-portals.





Soldier Tab Home Page





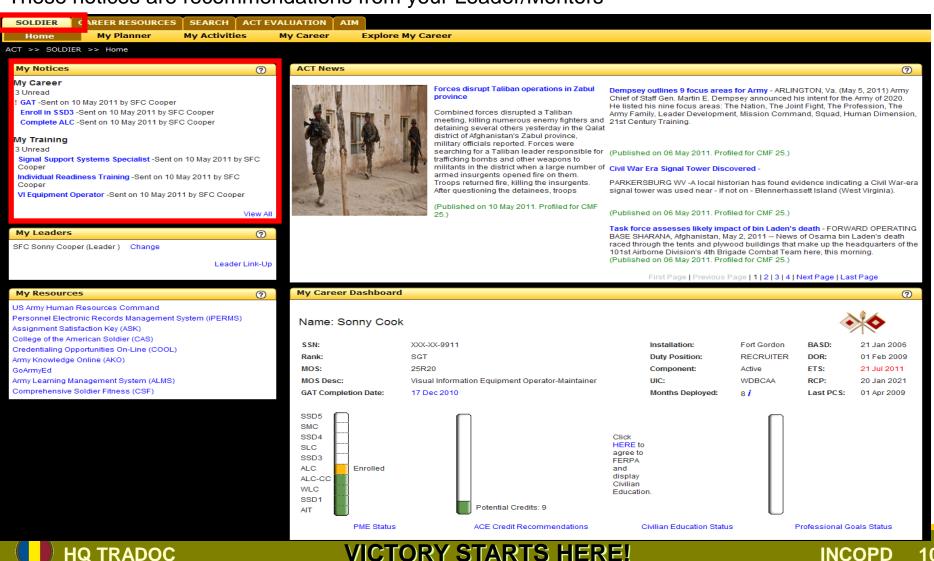
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Home Sub-portal- My Notices

The My Notices portlet is ACT's central location for career and training recommendations. These notices are recommendations from your Leader/Mentors





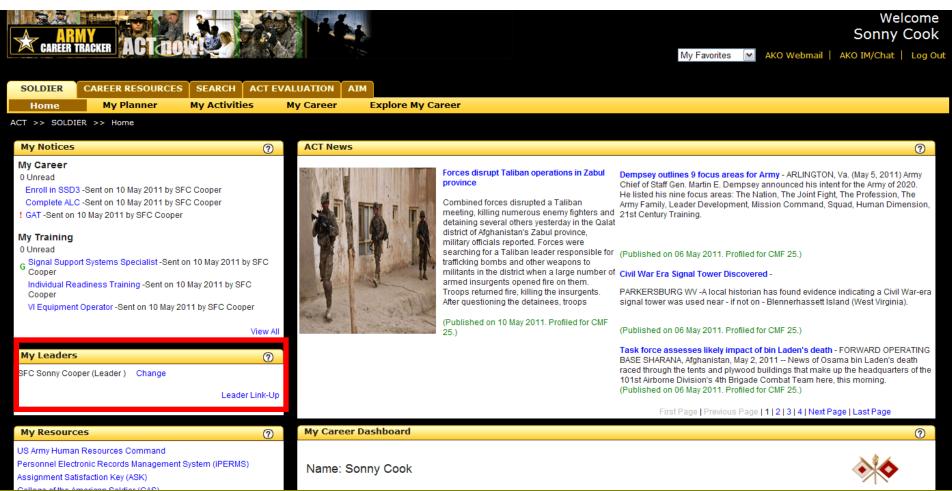
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My Leader Portlet

The My Leaders portlet provides you the opportunity to manage your Leader and Mentor selections.





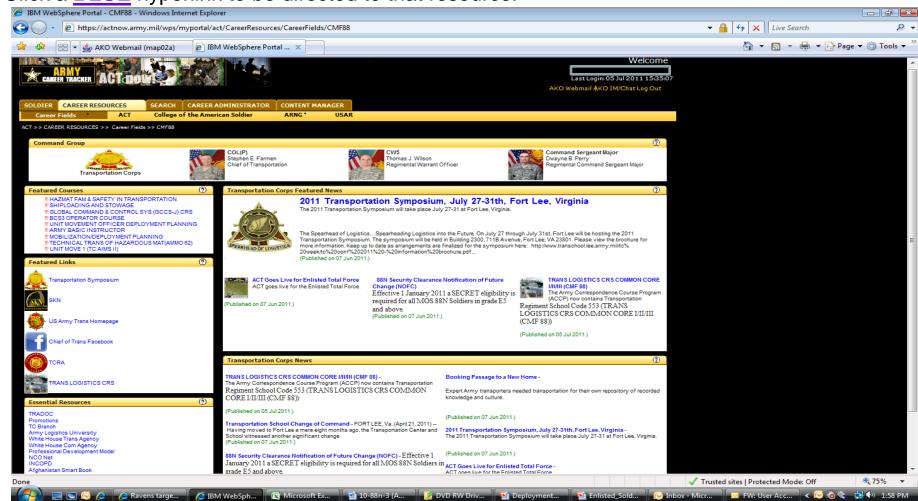
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My Resources

My Resources are links selected by your component that are useful and are targeted to you. Click a **BLUE** hyperlink to be directed to that resource.





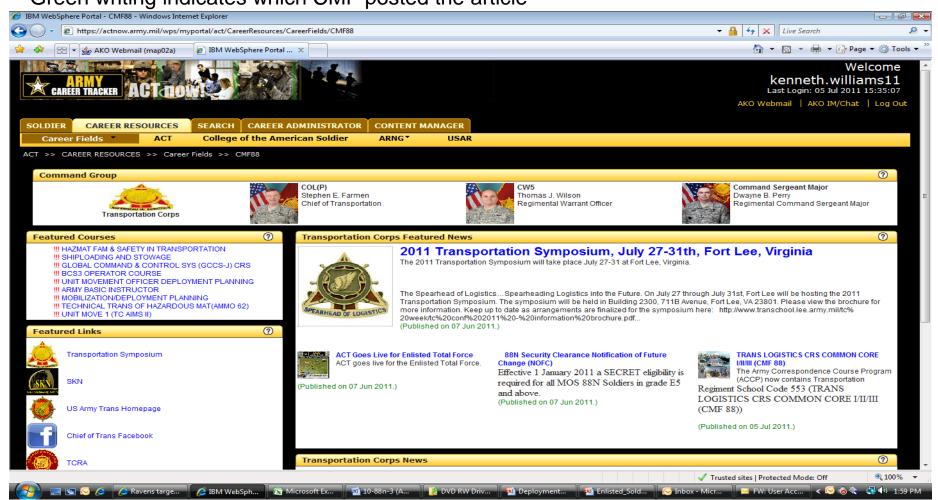
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ACT News

ACT News compiles news from proponents

- Content is displayed on the Soldier Home Page in the ACT News section
- Green writing indicates which CMF posted the article





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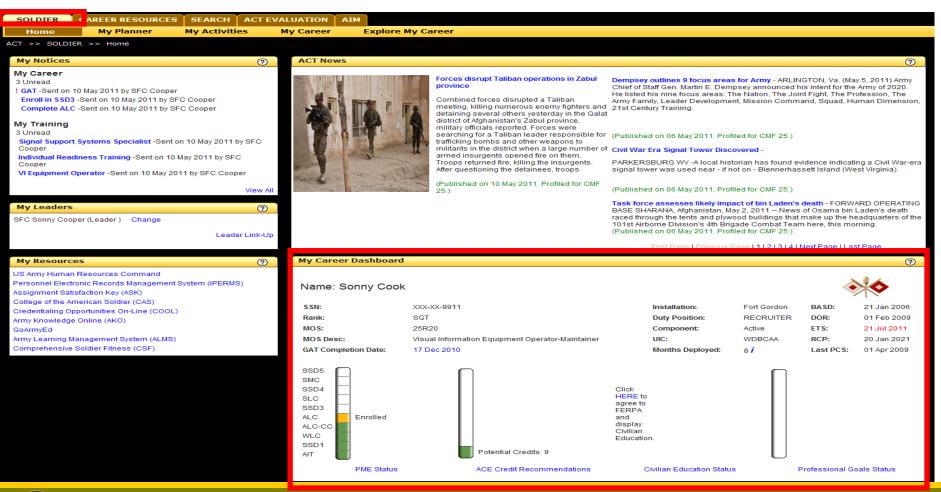


My Career Dashboard

In My Career Dashboard users can see a graphic overview of their:

- PME Status
- ACE Credit recommendations
- Civilian Education Status
- Professional Goals Status

Users can select hyperlinks to obtain more information on each area

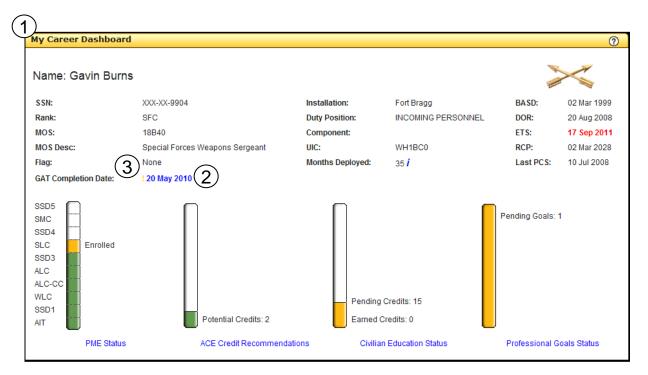






My Career Dashboard

- Users can see when they last took their GAT in this screen
- 2. Click the Blue Date to be taken to https://www.sft.army.mil
- 3. The GAT date will show "!" and will change color according to GAT status
 - AMBER if GAT was taken in the last 10 months.
 - RED if GAT has not been taken a year from the current date
 - If there is no data, it will show "Not Taken in Last 3 Years"





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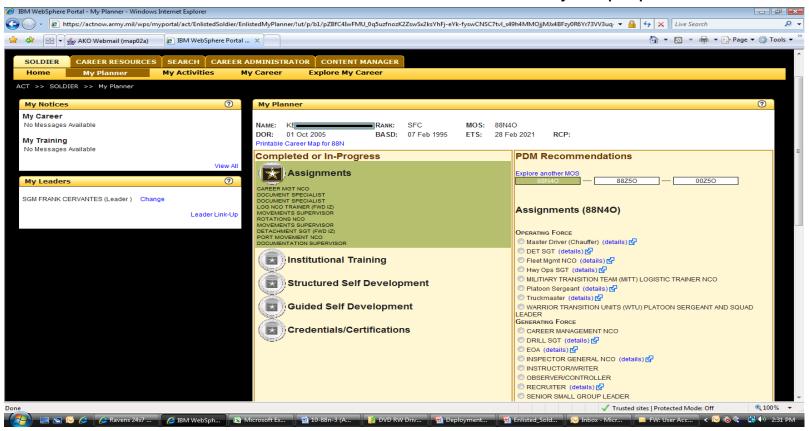




My Planner

In this MY PLANNER portal you can view

- Completed and In-Process Assignments, Training, Credentials/Certifications and Development
- 2. PDM Recommendations based on recommendations from your proponent







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My Calendar

- 1. Underneath MY PLANNER, the MY CALENDAR portlet allows users to track and view Professional and Personal Goals, Events and Enrollments.
- My CALENDAR is broken horizontally into four areas of information; Professional Goals, Personal Goals, Events. and Enrollments.
- 3. To move forwards or backwards within the MY CALENDAR portlet use the blue buttons.

You can also click RESET to jump back to the original screen. Professional Goals DRILL SGT Personal Goals Events Winter Block Leave Enrollments INDIVIDUAL READINESS ADMINISTERING THE US BIOLOGICAL WARFARE To move forward or backwards use the **BLUE** buttons **~~ ~** RESET





My Calendar Details

- In My Calendar you can see professional goals such as the DRILL SGT goal we set before
- Mouse over to see goal details
- 3. Since this is a new goal the status is pending

4. Goals are Color Coded:

RED: Target and Actual Completion Date-PAST Status: PENDING

AMBER: Target and Actual Completion Date- NOT PAST

Status: PENDING

GREEN: Target and Actual Completion Date

5. If you click on a goal you are brought to the My Activities page





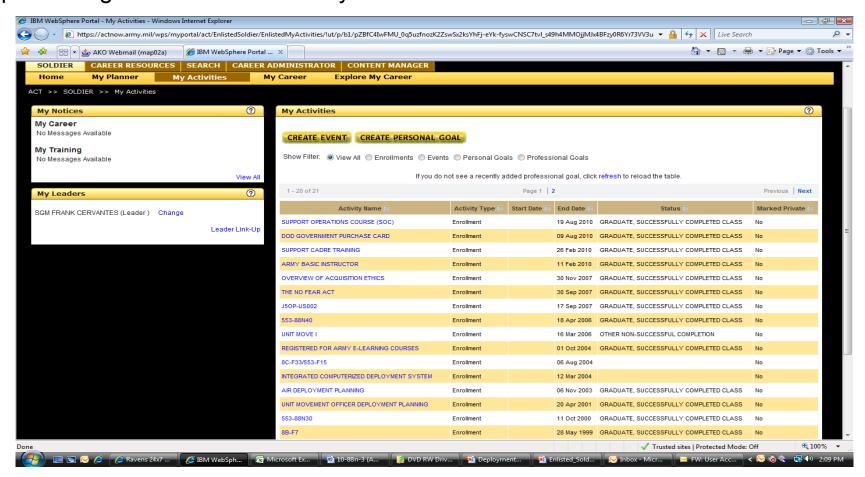
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My Activities

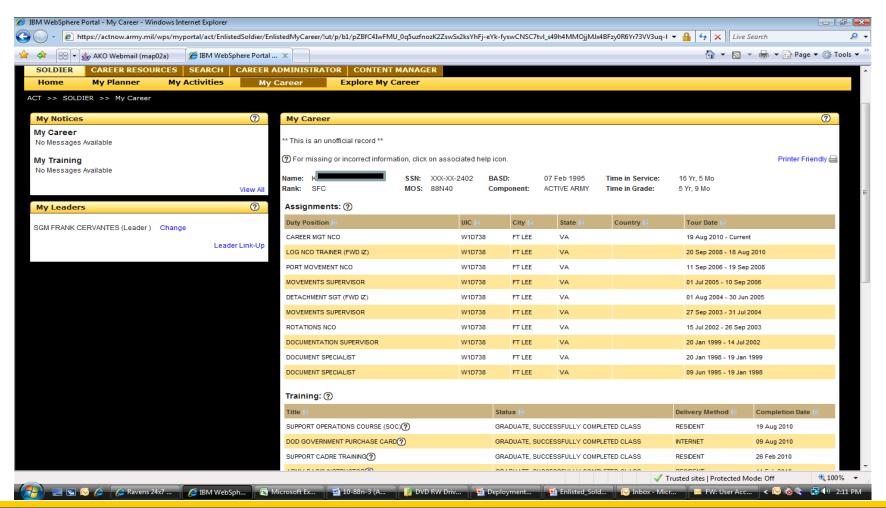
The MY ACTIVITIES portlet includes; mandatory activities from your Organizational Leadership, activities you decide to participate in to build on your career development, and personal goals and events. It is your "to-do" list!





My Career

My Career provides users with an unofficial consolidated view of historical Military Duty Assignments, Military Training, and Civilian Education. A Soldier's Leader and Mentors can also see the Soldier's information from which to base their recommendations on.





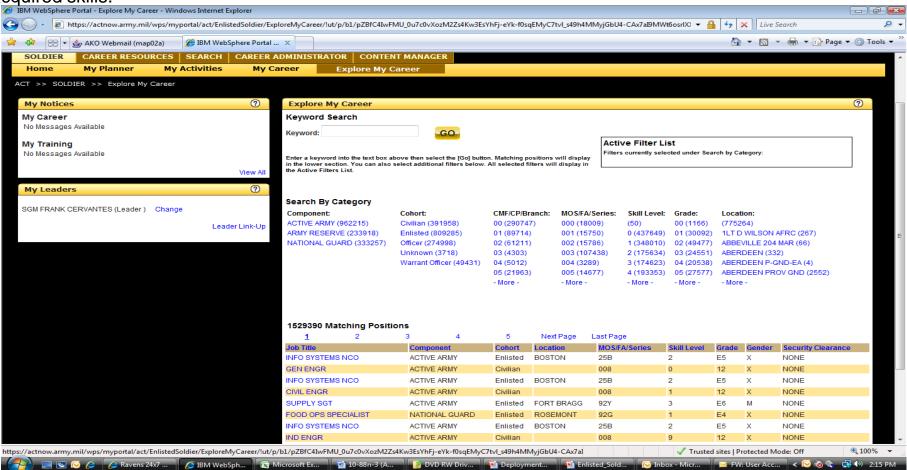
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Explore My Career

The Explore My Career portlet provides an efficient way of identifying positions that have been evaluated by your proponent or State/ Regional managers and that are of particular value to them because of your MOS and/or acquired skills.















Army Career Tracker (ACT)

Career Resources Tab



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 - News Articles
 - Featured Links & Essential Resources
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- College of the American Soldier Sub-Tab
- States Sub-Tab
- USAR Sub-Tab



Career Resources Overview



1. Career Fields sub-tab

 Landing Pages customized for each CMF to include information about leadership, relevant news articles, useful links, and featured courses

2. ACT sub-tab

Keep up-to-date on the most recent information related to ACT

3. College of the American Soldier sub-tab

 Access to institutions that provide college credit hours for training, education and job skill experience that the Soldier gained in the Army

4. States sub-tab

 National Guard Landing Pages customized for each state to include information about leadership, relevant news articles, and useful links

5. USAR sub-tab

 Landing Page customized for the USAR to include information about leadership, relevant news articles, and useful links

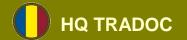




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Career Fields Sub-Tab

To access your CMF Landing Page from the Career Resources tab,

- 1. Click Career Fields. You will see a drop-down of CMF choices.
- 2. Hover your mouse over the CMF you wish to select, then click you selection. CMF 88 was chosen in this example.





Career Fields Sub-Tab





Featured Courses

Most Important = !!!

Very Important = !!

Important = !

```
## HAZMAT FAM & SAFETY IN TRANSPORTATION
## SHIPLOADING AND STOWAGE
## GLOBAL COMMAND & CONTROL SYS (GCCS-J) CRS
## BCS3 OPERATOR COURSE
## UNIT MOVEMENT OFFICER DEPLOYMENT PLANNING
## ARMY BASIC INSTRUCTOR
## MOBILIZATION/DEPLOYMENT PLANNING
## TECHNICAL TRANS OF HAZARDOUS MAT(AMMO 62)
## UNIT MOVE 1 (TC AIMS II)
```

- Your proponent has weighted the importance of courses
- Featured Courses is not intended to indicate to Soldiers that particular courses are mandatory
- Criteria to determine course weighting is up to the Proponent



Featured Links & Essential Resources

Featured Links are external links to resources that your proponent wishes to spotlight for Soldiers.



Essential Resources are external links to resources that your proponent thinks will be useful to Soldiers.

Sign up for Trans AACP

View useful links and resources "SMARTBOOKS"

TRADOC
Promotions
TC Branch
Army Logistics University
White House Trans Agency
White House Com Agency
Professional Development Model
NCO Net
INCOPD
Afghanistan Smart Book
Convoy Smart Book



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ACT Sub-Tab

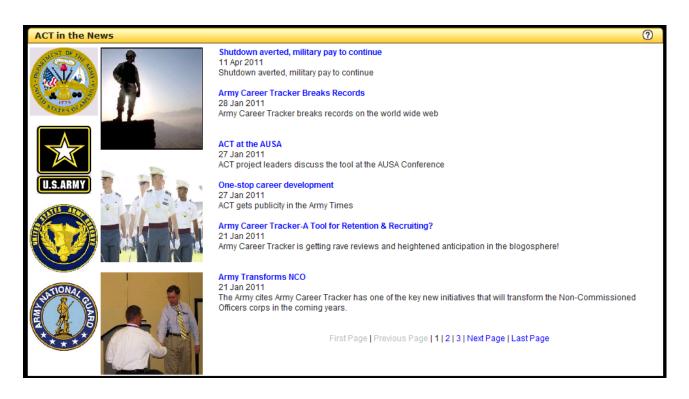


- Click ACT under the Career Resources tab
- The ACT sub-tab consists of ACT Communications and ACT in the News



ACT in the News

ACT in the News will feature news specifically about ACT in external news sources





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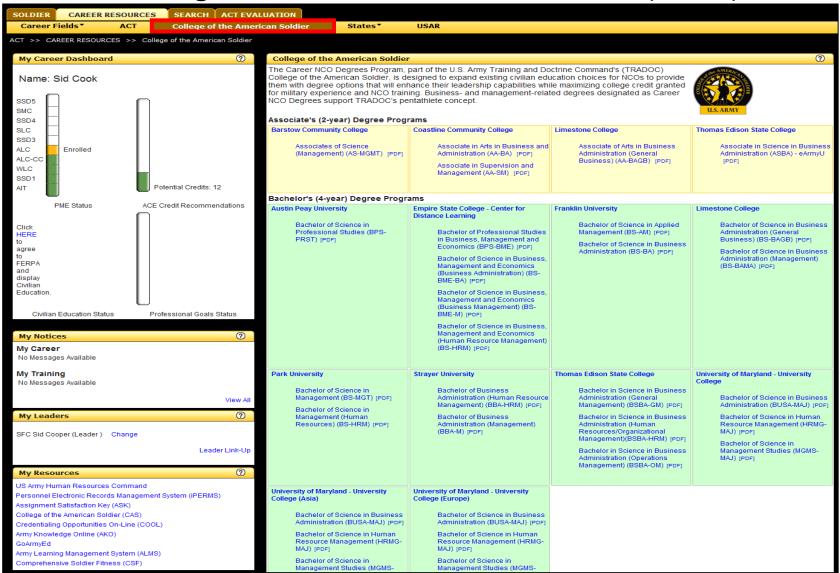
College of the American Soldier (CAS) Sub-Tab



- Click College of the American Soldier under the Career Resources tab
- CAS sub-tab provides Soldiers access to Institutions that have contracted with the Army to provide college credit hours for training, education and job skill experience that the Soldier gained while serving within the Army
- Credit hours and courses can be applied to Associates and Bachelor programs offered by the select Institutions



College of the American Soldier (CAS)





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States Sub-Tab

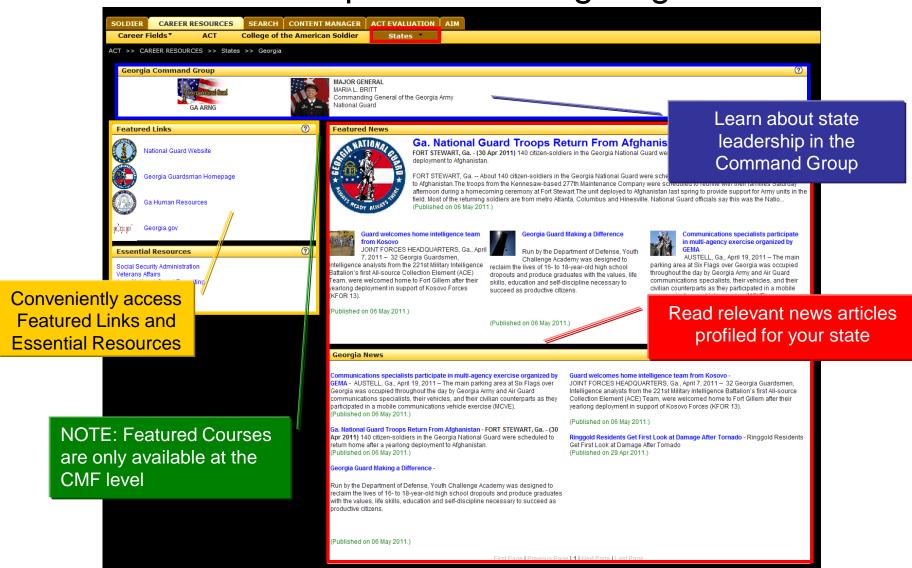
To access your State Landing Page from the Career Resources tab,

- Click States. You will see a drop-down of State choices.
- Hover your mouse over the State you wish to select, then click your selection. Georgia was chosen in this example.





State-Specific Landing Page



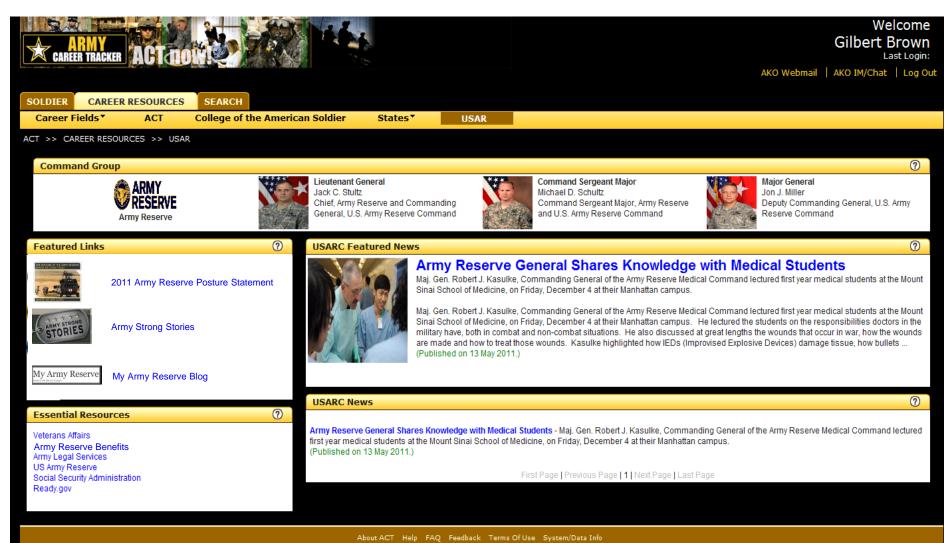


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USAR Tab



For Official Use Only



This completes the Enlisted Soldier User Training

For more information

Visit the ACT Information Page on AKO:

https://www.us.army.mil/suite/page/601000

